



NOTICE OF PEACE OFFICER HIRE

This form must be submitted to the CJTC **immediately** upon hire or appointment. It must be signed by the hiring authority or designee of the law enforcement agency. In the instance of a one-officer department, or where the police chief is the applicant, this form must be completed by the hiring authority for that agency.

Section 1: Peace Officer's Information

- Provide FULL legal name as reflected on state issued driver's license.

FULL Name (First Middle Last):	Gender Identity: <input type="checkbox"/> Male <input type="checkbox"/> Female
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Agency (Do not abbreviate):	Hire Date (MM/DD/YYYY):
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Date of Birth (MM/DD/YYYY):	SSN:	Most Previous <u>Law Enforcement</u> Employment: Agency: _____ Location (City, State): _____ Employment Dates (MM/YYYY - MM/YYYY): _____ - _____
Peace Officer's Agency Assigned Email Address:		

WSP SID (not ORI) or DATE FINGERPRINTS SUBMITTED:	Status: <input type="checkbox"/> Officer <input type="checkbox"/> Deputy <input type="checkbox"/> Reserve <input type="checkbox"/> Other: _____
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Section 2: Conditions of Employment and Requirements of Training

[RCW 43.101.095](#) sets the conditions of peace officer certification and [Chapter 139-07 WAC](#) sets the conditions of employment for both peace officers and reserve peace officers. It is expected the agency review those Statutes and Rules prior to signing this form.

- Per WAC 139-07-020, this agency completed its own background investigation to include the submission of fingerprints for this applicant on: _____
- Per WAC 139-07-030, this agency administered a psychological examination for this applicant on: _____
- Per WAC 139-07-040, this agency completed its own polygraph test for this applicant on: _____
- **Basic Law Enforcement Academy**, training must occur within 6 months of hire date. Please refer to [WAC 139-05-200](#) for admission requirements.
- **Basic Equivalency Academy**, applicants must attend the first available course offered after hire date. Please refer to [WAC 139-05-210](#) for admission requirements.
- **Basic Reserve Officer Academy**, [WAC 139-05-810](#) & **Basic Reserve Equivalency Academy**, [WAC 139-05-825](#), as per RCW 10.93.090, peace officers appointed as reserves must complete one of these academies prior to exercising any arrest authority. Please refer to the specific WAC for admission requirements.

Section 3: This section must be signed by the hiring authority, or designee.

I understand that this is an application for certification or training to the Commission. See [RCW 43.101.105\(b\)](#). I hereby attest that I have read and understand the requirements of [RCW 43.101.095](#) and [Chapter 139-07 WAC](#) and above named individual has met these requirements and is a duly authorized employee of this agency.

I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Signed this ____ day of _____, 20__ in _____, Washington.

Hiring Authority/Designee's Signature

Hiring Authority/Designee's Printed/Typed Name:	Hiring Authority/Designee's Rank/Title:
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